

**NOMINATIONS AND BYLAWS COMMITTEE  
DETROIT HEALTH DEPARTMENT 420-B  
DECEMBER 18, 2003  
10:00 A.M. – 12: 00 P.M.**

**MINUTES**

**PRESENT**

Michael Parent – Chair  
Calvin Scarber  
Jonsea Nelson  
Keith Meeks  
Greg Cherry

**SEMHAC STAFF**

**1. NEW BUSINESS**

**a. Action Items:**

- i. PWC Guidelines.**
- ii. Childcare reimbursements for SEMHAC Members only.**
- iii. Rules and regulation for children attending SEMHAC Meetings.**
  - 1. Infected**
  - 2. Affected**
  - 3. Age**
- iv. Loss salaries**
  - 1. Members of SEMHAC.**

**b. Discussion:**

- i. Mandate that PC members must sit on a subcommittee (read – By-laws.)**
- ii. SOPs for all programs or all categories**
- iii. Policy and Procedures Manual for SEMHAC**

**c. Action Items:**

- i. Reimbursements**
- ii. Children attending PC meetings.**
- iii. Elections (SEMHAC)**
- iv. Matching SEMHAC membership with appropriate skills.**

**The meeting adjourned at Noon.**

**The next meeting is 12am, February 19, 2003, Detroit Health Department.**

**Transcribed by:\_\_\_\_\_**  
**Date**

**Chair:\_\_\_\_\_**  
**Date**